

# ICCW HISTORICAL REVIEW

## 1977

- Governor Tom Judge established ICCW by signing an Executive Order
- Established four task forces: Affirmative Action; Career Development; Day Care; and Internal Promotion.
- Began working on a training needs assessment survey to be distributed to women.
- Presented an Affirmative Action report to the Governor.

## 1978

- Insured that all departments had affirmative action plans and that more publicity was given contents of the plans to employees.
- Determined that day care programs for the pre-school children of working mothers is a major problem to women state employees. Worked with the 4-C's on a day care survey.
- Sponsored a "Fact Sheet" on state personnel policies and distributed it to state employees.
- Appeared on the Women's Bureau TV program.
- Determined that less than 15% of the policy-making positions were held by women.
- Supported the "Management Intern Program."
- Conducted a training survey: respondents indicated an overall desire to develop their management skills, office management and mid-management, as well as to be trained in such areas as career planning, assertiveness and EEO protection.
- Found a need for more information about women employed by government and
- subsequently assisted in the preparation of a grant request to the Department of Labor for research assistance. A major element of that research was to focus on the employment service, its recruitment and screening processes.
- Representative served on the Management Intern Program Selection Committee.

## **1979**

- Printed a fact sheet on resources and training opportunities and distributed it to all state employees.
- Recommended to the Governor the inclusion in the budget of the sliding scale day care program as a means of providing stability to state employees with young children.
- Supported the Management Intern Program.
- Recommended to the Governor that the Personnel Division give more attention to training and career development being carried out by each department.
- Helped study the potential of a talent bank for women with the Job Service.
- Helped design the surveys distributed by the Department of Labor on the job service, the Women's Bureau and on women and employment in Montana.
- Encouraged departments to form their own women's groups. Four departments did so.
- Evaluated the Helena Chamber of Commerce study on state employees' salaries.
- Sponsored a Brown Bag series. Topics included: the Legislative Process; Women's Issues in the Legislature; Lobbying the Legislature; and Dress for Success.
- Established the goal to achieve 25% of management positions for women by 1980.
- Representatives served as an ex-officio member of the State Employees Group Benefits Advisory Council (SEGBAC).

## **1980**

- Testified on the personnel policies regarding compensatory and overtime pay.
- Recommendations were accepted.
- ICCW representative was appointed to serve ex-officio on the State Employees Group Benefits Advisory Council.
- Representative served on the Affirmative Action Guidelines Advisory Council.
- Established a task force to review the revision in the Merit System rules.
- Commented on the Personnel Division proposal on Employee Performance Appraisal System.

- Encouraged the development of a statewide training policy for state employees.
- Sponsored the following programs: Sexual Harassment On the Job; Coping with Job Stress and Burn-Out; Career Planning; The Working Woman at Mid-Life; Coping with Christmas at Home and On the Job; How and When to Use Credit; Financial Language Made Easy; Who is a Success; and Self-Defense.

## **1981**

- Governor Ted Schwinden signed a new Executive Order.
- Three committees were established: Brown Bag Programs; Personnel and Relations Study Committee; and Personnel Policy Review Committee.
- Only one meeting was held that year.

## **1982**

- The status of each department's Affirmative Action Plan was reviewed.
- Worked on the Veteran's Preference Policy.
- Involved in the State's insurance negotiations.
- Reviewed and commented on the following personnel policies; employee compensation; grievance procedures; recruitment and selection; reduction in work force; education and training; pay scale and job classification; management training; orientation and exit interviews; and performance appraisals.
- Sponsored a Brown Bag series on the following topics: Investments for Women; Getting the Most Nutrition for Your Money; Vacationing in Montana; Sexual Abuse of Children; and Self-Defense for Women.

## **1983**

- Provided comments to the Department of Administration's Personnel Division on the following policies: Alternate Work Schedules; Discipline Handling; Performance Appraisal; and Grievance Procedures.
- Worked with the Department of Administration on the Comparable Worth Study including having a representative appointed to the committee.
- Testified on Veteran's Preference.
- Supported having the state's dental coverage remain at allowing two exams per year.
- Worked on a department-wide training policy.
- Began work on developing a series of classes to be offered to all state employees.

- Legislative session activity:
  - SB377 - Veteran's Preference; Supported
  - HB749 - Job Sharing; Supported
  - HB309 - Uniform Grievance; Supported
  - HB754 - Maternity Leave; Supported
  - SB425 - Comparable Worth; Supported
- Representative served on the Enhancement Project Advisory Council and the Employment Preference Information Committee.

## **1984**

- Testified during special legislative session on Veteran's Preference.
- Worked on the Comparable Worth/Enhancement project with the Dept. of Administration.
- Had a representative on the Department of Administration's Veteran's Preference Committee.
- Sponsored a series of classes titled "Women in State Government" for all state employees.
- Successfully re-established three departmental women's groups.
- Polled each agency's women on what they perceived to be important issues in the state government. The top issues were: Education and Training; Day Care; Upward Mobility; State Insurance Coverage; Legislation; and Department of Administration's Personnel Policies.
- Distributed a training survey.
- Testified on the following Department of Administration policies: Discipline Handling; Moving and Relocation; Selection and Recruitment; EEO and Affirmative Action; Annual Leave; and Comparable Worth and Enhancement Project.

## **1985**

- Distributed a statewide insurance survey. Received a 50% return on the survey. Results were presented to the State Employees Group Benefits Advisory Council.
- Representative was appointed to the State Employees Group Benefits Advisory Council.
- Compiled the results of the previous year's training survey. Top interests were: Communication Effectiveness; Resume Writing; Women in Management for Non-Managers; and Stress.
- Sponsored a class on office automation for all state employees.
- Supported the concept of comparable worth.

- Representative was appointed to the Maternity and Disability Leave Advisory Council.
- Developed Procedural Guidelines for ICCW.
- Testified on the following Department of Administration policies: Vacation Leave; Sick Leave; Probation; and Incentive Awards.
- Legislative session activity:
  - HB237 - Retaliation; Supported
  - SB123 - Employee Incentive Awards; Supported
  - SB247 - PERS Taken Out Before Taxes; Supported
  - SB195 - 25 Year State Employee Retirement; Supported
  - HB153 - Job Sharing; Supported
  - HB500 - Commerce Business Specialist; Supported
  - HB718 - Grievance Procedures; Supported
  - HB550 - Sick Leave Bank; Supported
  - HB814 - Women's Bureau; Supported
  - HB774 - Determining Years of Service; Supported
  - HB473 - Veteran's Preference; Opposed
  - SB176 - Consolidation of February Holidays; Opposed

## **1986**

- Compiled a historical paper on ICCW.
- Compiled and distributed to Helena-based state employees a Helena-area Training Resource list.
- Distributed a list of Helena area training resources to each agency personnel director.
- Sponsored a Brown Bag series on day care. Topics included: Day Care and the Young Child; Alternatives for the Older Child; Community Child Care Resources; and Strategies: Where Do We Go from Here?
- Testified on the following Department of Administration policies: Sick Leave Bank; 1986 Affirmative Action and the Maternity and Disability Leave Policy.
- Evaluated the purpose of ICCW and prepared a summary document that was presented to the Governor.
- Prepared an ICCW final report on the Child Care Survey.
- Participated on the Child Care Team and collected resource information on Child Care issues.
- Placed posters in each state agency to provide information regarding Child Care resources.

## **1987**

- Collected and reviewed each agency's Performance Appraisal Policy and Guidelines.
- Collected each agency's Work Place Smoking Policy for Reference.
- Distributed an ICCW newsletter.
- Adopted a policy allowing State Personnel to administer ICCW funds obtained from the Suit Yourself Training Series.
- Sponsored the first Suit Yourself Training Series (6 classes). The series was established in order to provide quality training, at an affordable price, for all state employees.
- Legislative session activity:
  - HB466 - Veterans' Preference; Opposed
  - HB38 - Veterans' Preference; Opposed
  - SB334- Veterans' Preference; Opposed
  - SB334- Reducing State Office Hours; Opposed
  - SB149 - 25 Year Retirement; Opposed (Submitted written statement encouraging the House of Representatives to uphold the Governor's veto of the bill).
- Donated \$100 to purchase a tree for the State Capitol Complex.
- Sponsored a summer Brown Bag series on PERS benefits.

## **1988**

- Sponsored a Brown Bag series on Child Care.
- Sponsored a Suite Yourself Training Series (5 classes).
- Distributed an ICCW newsletter.
- Organized a voter registration drive within state agencies - 217 voter registration cards were completed and turned in.
- Distributed 10,000 child care surveys to state employees and received 6,000 responses.
- Compiled the results of the child care survey and reported that the majority of respondents felt that the state should support child care in the community vs. a system provided by state government. Concerns included the cost of initial start up and the potential harm to private child care providers arising from the added competition from the state. It was noted that St. Peter's Hospital committed to building a center on the hospital's campus for 130 children.
- Submitted Child Care Report to Governor Swinden.

- Sponsored Brown Bag series on How to Lobby, How to Track a Bill, How to Make Your Views on Legislation Known, Child Care Legislation, Early Retirement Legislation, and Pay Plan Legislation.

## **1989**

- Governor Stan Stephens signed a new Executive Order, including an updated and stronger goal statement, "The purpose of ICCW is to promote the full participation of women at all levels of state government."
- Established goals and objectives to improve the effectiveness of ICCW.
- Representative participated on the State Employee Compensation Committee which reviewed the state employee pay plan and conducted a salary survey.
- Sponsored a Suit Yourself Training Series (6 classes)
- Legislative session activity:
  - HB200 - Montana Child Care Act; Supported
  - SB282 - Tax Credit for Dependent Care Assistance; Supported
  - SB58 - Sunset Provisions for Sick Leave Fund; Supported
  - SB405 - Payroll Tax; Opposed
  - SB210 - Nepotism; Monitored
  - HB89 - Unified Retirement System; Monitored
  - HB234 - Public Employee's Retirement System; Monitored
  - HB353 - Committee on State Employee Compensation; Monitored
  - SB648 - Pay Plan; Monitored
  - SB152 - Pay Plan; Monitored
  - SB165 - Deputy Directors and Division Administrators Serve at the Pleasure of Department Heads; Monitored
  - SB700- Veterans' Preference; Encouraged Amendment
- Submitted names of individuals to serve on boards in the event of a vacancy to the Governor.
- Representative attended "Montana Alliance for Better Child Care."

## **1990**

- Organized a voter registration drive within state agencies - 109 voter registration cards were completed and turned in.
- Formalized the ICCW phone tree.
- A representative attended Women in Employment Advisory Council meeting.
- Sponsored a Suit Yourself Training Series (6 classes).
- Assisted State Employee Group Benefits Advisory Council in conducting a survey on health care.

- Distributed an ICCW newsletter.
- Responded to issues identified from responses to the newsletter.
- Testified to the Committee on State Employee Compensation to encourage them to develop recommendations for a compensation plan that will allow for adequate pay and benefits to all state employees.

## **1991**

- Sponsored a Suit Yourself Training Series (8 classes).
- Co-Sponsored an insurance survey with the Montana Public Employees' Association (MPEA) concerning state employee preference on insurance coverage and options.
- Legislative session activity:
  - HB424 - Gender Balancing State Boards; Supported
  - HB333 - Prohibit Sex Discrimination as a Result of Pregnancy, Childbirth, and Related Medical Conditions; Supported
  - HB758 - Parental Leave for Natural Fathers and Adoptive Parents; Supported
  - HB509 - Pay Plan; Monitored
  - HB259 - Pay Plan; Monitored
  - HB514 - Pay Plan; Monitored
- Organized and implemented a method of storing ICCW records at the Historical Society.
- Sponsored a Brown Bag series on the Pay Plan bills (HB509, HB259 and HB514).

## **1992**

- Representative attended a conference on Women's Issues presented by the Montana Women's Lobby.
- Amended ICCW's Procedural Guidelines. They are now referred to as Bylaws.
- Elected officers for the first time.
- Two representatives attended "Lobbying and the Art of Persuasion" presented by the Montana Association of Female Executives (MAFE).
- Organized a voter registration drive within state agencies - 158 voter registration cards were completed and turned in.
- Sponsored a Suit Yourself Training Series (5 classes).
- Sponsored, organized and presented a Gubernatorial Candidates' forum for state employees.
- Two representatives attended the "Governor's Forum on Women's Issues."



- Special Session (2) Legislative activity:
  - SB3 - Reduction of State Employees' Work Time and Pay to 4 Days Per Week; Opposed
  - HB5 - Eliminate Deputy Directors and Assistant Administrators; Monitored.
  - SB6 - Financial Incentive to Reduce State Agency Bureaucracy; Monitored.
  - SB7 - Reduction in State Agency Central Office Administrative Personnel; Monitored.
  - HB56 - Eliminated the Professional Development Center; Monitored.

## **1993**

- Governor Marc Racicot signed a new Executive Order.
- Co-sponsored a Brown Bag series on Image.
- Created an Information Packet to be distributed to each agency director and new ICCW representatives.
- Legislative session activity:
  - HB522 - State Employee Protection Act; Supported
  - SB217, SB150, HB228, HB614, HB335, HB482, SB392- Child Support Enforcement Bills; Supported
  - HB504 - Payroll Tax To Pay Off Workers' Compensation Old Fund; Opposed
  - HB517 - Early Retirement Incentive under PERS; Monitored.
  - SB289 - Constitutional Cap of 4% For a Sales Tax; Monitored
  - SB235 - 4% General Sales Tax Referendum; Monitored.
  - SB100 - Clarification of Designated Smoking Areas; Monitored.
  - SB213 - Requiring Designated Smoking Areas; Monitored.
  - HB198 - Pay Plan; Monitored
  - HB605 - Pay Plan; Monitored
  - HB553 - Allow 25 Year Retirement from PERS; Monitored.
  - SB335 - Mandate Reductions in Agency Administrative Personnel; Monitored
  - HB406- Parental Leave; Assisted Legislator with the drafting
- Sponsored a "State Employee Impact" Brown Bag series to wrap-up legislative issues. Topics included: Tax Reform Referendum, State Employee Protection Act, Early Retirement Incentive, Workers' Compensation Fund Status, State Employee Pay Plan, State Employee Benefits, and the Federal Family and Medical Leave Act.
- Formed an ad-hoc committee to work on "Take Our Daughters to Work." ICCW committed to implementing this program in the 1994 school year.
- Investigated the feasibility of an Alternative Careers Fair.
- Sponsored a Suit Yourself Training Series (7 classes).

- Updated the ICCW Historical Review (1986 to 1993).
- Promoted state employee participation in Natural Transportation Week and alternative transportation "Find Another Way Committee."
- Completed Employee Profile Summary and distributed to each agency Director.
- Representative served on State Employee Group Benefits Advisory Council.
- Implemented Total Quality Management process to improve ICCW vision and goal setting.
- Amended ICCW By-Laws.
- Met with Employee Assistance Program representatives and distributed fact sheet/survey to state employees.
- Sponsored City Commission Candidate forum.

## **1994**

- Provided comments on the Department of Administration's EEO/Affirmative Action Plan, Alternative Work Schedules, Leave of Absence Without Pay, Sick Leave, and Grievance policies. Also reviewed an EEO/Affirmative Action Plan from the Governor's Office.
- Co-sponsored a School Board Candidates forum.
- Sponsored the Take Our Daughters To Work Program on 4/28, 1994. 50 female freshmen high school students were "matched" with 50 female state employees in Helena.
- ICCW information packets were reviewed and distributed.
- Donated seven books, relating to women's issues in the workplace, to the State Library.
- Completed a "Suit Yourself Series How-To Manual" to guide future members in planning the Suit Yourself training series.
- Distributed a survey to state employees to assess training needs for the Suit Yourself series.
- Conducted a new member orientation session.
- Collected holiday donations for needy families contacted through the Career Training Institute.
- ICCW became a member of the Breast and Cervical Cancer Coalition.
- Gave a presentation on ICCW, and specifically, sexual harassment to an Office Procedures class at the Helena College of Technology.
- Members served as representatives on the Employee Benefits Advisory Council and the Childcare Advisory Council.

- Sponsored four Brown Bag series on career building topics, two on finance-related topics, and five on loans.
- Sponsored a Suit Yourself series (8 classes).
- Implemented Scholarship Program to encourage member attendance at classes pertinent to ICCW's goals.
- Compiled a "How To" Manual for conducting Brown Bags.
- Mailed lists of board and commissioner vacancies to women's organizations.
- EEO Subcommittee reviewed sexual harassment issue.

## **1995**

- Wrote and distributed a Sexual Harassment brochure to all state employees. Provided camera-ready copies to all personnel officers and to Professional Development Center for training new employees.
- Mailed lists of board and commission vacancies to women's organizations.
- Reviewed and monitored legislation on personnel issues. Testified on victims legislation HB69, organized and filmed a Legislative Wrap-Up session with Governor Racicot and Mark Cress speaking on reorganization and the pay plan.
- Drafted and distributed a Day Care survey to state employees.
- Representative served on State Employee Benefits Advisory Council to represent the needs of women and families.
- Sponsored a Suit Yourself Training Series. Topics included: Righting Your Writing, Negotiation Skills, Managing Conflict, Humor in the Workplace, Managing Change, and The Basics of SBAS.
- Sponsored Brown Bag sessions. Topics included: Reorganization of the Department of Health & Environmental Sciences, Department of Natural Resources and Conservation, and Department of State Lands into new Department of Environmental Quality, Department of Natural Resources and Conservation, and Department of Public Health and Human Services; and Four Options for Relocating State Offices.
- Organized a successful Take Our Daughters to Work day of mentoring between women state employees and high school girls from Helena.
- Collected holiday donations for the Friendship Center.

## **1996**

- Mailed lists of board and commission vacancies to women's organizations.
- Reviewed 1995 EEO Employee Profile and drafted a summary report comparing 1993 and 1995 male and female average pay by EEO category and grade.
- Conducted survey of EEO Officers on sexual harassment training within each agency.
- Compiled results of Day Care survey and drafted Day Care and Elder Care report.
- Representative served on State Employee Benefits Advisory Council to represent the needs of women and families.
- Co-sponsored event with the Department of Military Affairs and the federal women's group to honor Montana women who served in the military.
- Sponsored training in Self-Defense, Managing Stress, Righting Your Writing, Achieving Administrative Assistant Excellence, Win/Win Communications, The Basics of SBAS, and computer training with The Computer School.
- Sponsored Brown Bag sessions. Topics included: Return to Learn (Secondary Education, Financial Aid and Enrollment) and the Internet.
- Organized a successful Take Our Daughters to Work day of mentoring between women state employees and high school girls from Helena.
- Donated printing costs to publish "Preventing Violence in the Workplace: Reference Packet for Agencies" created by PDC and the Task Force on Violence in the Workplace.
- Distributed to all agency Directors and Personnel Officers.
- Representatives served on Personnel Policy Task Forces within new (reorganized) Departments.
- Collected holiday donations for the Friendship Center.

## **1997**

- Governor Marc Racicot signed a new Executive Order.
- Bylaws were reviewed and changed membership from one year beginning in May to one or two year terms beginning in September.
- Mailed lists of board and commission vacancies to women's organizations.
- Reviewed and monitored legislation on personnel issues:
  - HB 74 Travel, lodging, meal reimbursement.
  - HB 299 and 300 Prohibiting preferential treatment base on race or sex.
  - HB 410 Veteran's Preference Law revisions.

HB 482 Prohibiting the term "Squaw" for public areas and features.  
Monitored new pay and classification plan.

- Presented final report with Recommendations for Day Care and Elder Care to Governor Racicot. Governor Racicot appointed Lieutenant Governor Judy Martz to work with ICCW on day care.
- Developing an ICCW web page on the Internet to post meeting minutes, training sessions, etc.
- Representative served on State Employee Benefits Advisory Council to represent the needs of women and families.
- Representative served on the Board of Directors of Child Care Partnerships.
- Sponsored trainings in Introductory SBAS, Coping With the Angry Public, Charting Your Career, and computer training with The Computer School.
- Sponsored Brown Bag session on 1997 Legislative Wrap-Up.
- Organized a successful Take Our Daughters to Work day of mentoring between women state employees and middle school girls and boys from the Helena area.
- Established Mentoring/Networking Subcommittee to foster career development of women in state government by means of communication and education.
- Collected holiday donations for needy families contacted through the Career Training Institute.

## **1998**

- Representative served on State Employee Benefits Advisory Council to represent the needs of women and families.
- Held first event for state government networking group which included a luncheon and training on communications.
- Organized a successful Take Our Daughters to Work day.
- Issued a Request For Information for a state government daycare site.
- Established Communications Subcommittee to focus on educating state government workers on ICCW activities and projects.
- Collected holiday donations for needy families contacted through the Career Training Institute.
- Completed work on the creation of an ICCW web page.

## **1999**

- Recognized three Montanans during the first annual Breaking the Glass Ceiling Award.
- Sponsored a networking luncheon where individuals learned about key legislation from local legislators.
- Reviewed and monitored legislation. Testified on legislation related to veteran preference, weapons in public buildings and state government daycare funds.
- Instrumental in passage of amendment to House Bill 2 that allowed the Department of Administration to pay funds to Ray Bjork School for space for a state government daycare.
- Sponsored trainings in FullPower! Verbal Self-Defense, Women's Health, Return to Learn, Women and Money.
- Participated in the Celebration of Women Day.
- Sponsored two brownbag sessions from the Mentoring Video Training Series. Sessions included Empowerment and Women, and Achieving Balance in Your Life.
- Conducted a survey on agencies' policies related to job sharing and flextime.
- Representative served on State Employee Benefits Advisory Council to represent the needs of women and families.
- Governor Marc Racicot signed a new Executive Order.

## **2000**

- ICCW Chair participated in the Women Executives in State Government (WESG) National Excellence in Leadership Awards Luncheon giving introductory remarks about national award winner from Montana. Recipient was a 1999 Breaking the Glass Ceiling recipient and nominated by ICCW for the national award.
- Sponsored trainings on Ergonomics, Return to Learn, and nontraditional careers.
- Conducted brownbag training on nontraditional careers.
- Selected and recognized three Montanans for Excellence in Leadership Awards 2000 (formerly Breaking the Glass Ceiling Awards). Nominated the award recipients for national Excellence in Leadership Awards.
- Representative served on State Employee Group Benefits Advisory Council to represent the needs of women and families.
- Representative served on the Employee Investment Advisory Council.

- Coordinated efforts to assist the Department of Administration in developing and awarding a day care contract. Assisted in efforts to build awareness on the state government day care which opened September 5, 2000. Participated in an open house for Kids in Motion II Day Care.
- Co-sponsored a Gubernatorial Candidate Forum on Women's Issues with the Helena League of Women's Voters.
- Conducted a survey on agencies' policies related to telecommuting.
- Collected holiday donations for families selected through the Career Training Institute.

## **2001**

- Celebrated the opening of the state daycare and continued to monitor funding and progress of the daycare.
- Representative served on State Employee Group Benefits Advisory Council to represent the needs of women and families.
- Representative served on Employee Investment Advisory Council.
- Sponsored a Behavior Based Interview training seminar.
- Collected holiday donations for two families selected through the Career Training Institute.
- Reviewed and monitored legislative activity on:
  - HB 2 - General Appropriations Act
  - HB 13 - State Pay Plan
  - HB 85 - Remove anti-discrimination provision for vehicle insurance
  - HB 100 - Revise process for classification appeals for state jobs
  - HB 133 - Allow employee to roll over sick leave to spouse who is employee
  - HB 202 - Revise law on public employees carrying concealed weapons
  - HB 355 - Require insurance to cover contraception
  - SB 27 - Allow property and casualty insurance discounts based on marital status
  - SB 51 - Public employee qualified health care expense accounts
  - SB 118 - Increase minimum wage by \$.50 each fiscal year
  - SB 445 - Reorganize department of commerce.
- Recognized three Montanans for Excellence in Leadership Awards 2001 (Sponsored by KPMG).

## **2002**

- ICCW Vice-Chair participated in the WESG National Excellence in Leadership Awards Luncheon giving introductory remarks about the Montana recipient who was a 2001 Montana Excellence in Leadership Award winner.

- Representative served on State Employee Group Benefits Advisory Council to represent the needs of women and families.
- Representative served on the Employee Investment Advisory Council.
- Collected and delivered holiday donations for two families selected through the Career Training Institute.
- Recognized three Montanans for Excellence in Leadership Awards 2002 (Sponsored by KPMG and TRW.)
- Completed Succession Planning Survey and the final report and recommendations were presented to the ICCW Chair.

## **2003**

- Representative served on State Employee Group Benefits Advisory Council.
- Collected & distributed for Adopt a Family program through Career Training Institute.
- Recognized two Montanans for Excellence in Leadership Awards 2003 sponsored by Blue Cross of Montana, Bearing Point, Inc., and Corporate Air.
- Completed Pay Discrepancy Report and presented to the Governor and all Department Heads.
- Co-sponsored Gubernatorial Debate with PBS which was broadcast statewide on public television and radio.
- Sponsored a Meet & Greet of statewide candidates.
- Sponsored Voter Registration booths at Alive @ 5, Governor's Health, Fitness, and Safety Expo, the Governor's Cup race, and the Meet & Greet.
- Sponsored Brown Bag training sessions concerning: Fitness & Nutrition; Finance & Budgeting; Safety in the Water and Outdoors
- Designed & marketed fleece vests & shirts with ICCW logo.
- Designed & distributed membership nametags with ICCW logo.

## **2004**

- Produced and printed a general information pamphlet for distribution at ICCW hosted and sponsored events and to display with ICCW logo board.
- Provided a LAWS link on the ICCW website to allow state employees to track legislation affecting them.
- Amended bylaws creating position descriptions for officers to ensure consistent transitions from year to year.



- Began evaluation of state-subsidized daycare, and is it meeting its initial goals and needs of employees.
- Monthly brown bag lunches featuring topics to help state employees succeed and advance in their jobs.
- Collaborated with several community groups in hosting a United Nations Day celebration in the Rotunda.
- Sponsored a Meet & Greet for Agency Directors and Legislators.
- Sponsored a Career Training Institute Christmas gift program.
- Promoted ICCW with the sale of ICCW clothing, monthly e-mail updates, display of the logo board at different agencies.
- Hosted the seventh annual Excellence in Leadership Awards.

## **2005**

- Planned, secured sponsorship for, and held successful eighth annual Excellence in Leadership Awards with Lieutenant Governor John Bohlinger honoring three winners and ten nominees from across Montana.
- Improved state-wide awareness of ICCW and inquiries from out-of-Helena state employees through expanded marketing of monthly Brown Bag Lunches and other ICCW events and increased distribution of monthly e-mail updates.
- Provided tools for professional advancement and strengthened ICCW's reputation through monthly Brown Bag Lunches on timely and functional topics such as behavioral interviewing and self-promotion.
- Collected ready-to-wear professional clothing to donate to the Career Training Institute in Helena.
- Updated harassment brochure for 12,000-copy print run and distribution to employees across the state; will also be available in pdf format for website and e-mail distribution. ICCW provided half of the printing costs.
- Successfully solicited a wage analysis report from the Research and Analysis Bureau of the Department of Labor and Industry with data from the Department of Administration. This report will be followed by a utilization analysis.
- Increased awareness of state-leased daycare and state-wide child care resources through website content and information in new employee packets.
- Produced report of state employee daycare needs through MINE site survey of all state employees.
- Promoted employment advancement and enhancement through always-in-demand professional skills video loan program. Voted to expand library with versatile CDs, to be available for 2006-2007 season.

- Placed an ICCW representative on the PERB Employee Investment Advisory Council (EIAC) and maintained ICCW representation on the State Employee Group Benefits Advisory Council (SEGBAC).
- Redesigned the ICCW website for better navigation and increased usefulness.
- Awarded a scholarship to an ICCW representative to participate in a Professional Development Workshop with a national speaker.